

The Belfast Water District Board of Trustees met on Monday, May 1, 2023, at the 41 Wight Street office.

Bruce Osgood, the Chairman, called the meeting to order at 1:00 p.m.

A roll call of attendees was as follows: Chairman Bruce Osgood, Vice-Chairman Kenneth Colby Horne, Treasurer Stephen Hall, Secretary Jill Goodwin, Trustee Chad Otis, Superintendent Frank Short, and Administrator Tammy Morse.

VOTED: On a motion by Chad Otis, seconded by Stephen Hall and unanimously approved 5-0, to accept the minutes of the regularly scheduled board meeting of April 3, 2023.

The Board discussed the next meeting date and agreed on Monday, June 5, 2023, at 1:00 p.m. at the Belfast Water District office at 41 Wight Street, Belfast, Maine.

Superintendent, Frank Short, presented his report to the Board of Trustees.

The Four-Post Lift arrived on Saturday, April 22, 2023, and is scheduled to be installed on Friday, May 12, 2023.

The Lead Service Survey is now down to 175 unknowns. With no response from the door hanger notice left at the customer's door, the next step to attain compliance is to send letters requesting inside access to inspect the service pipe where it enters the home. The alternative is the customer can email a photo to: info@belfastwater.org. Our goal is to complete this survey by July 1, 2023.

Tim Sawtelle of Dirigo Engineering contacted the tank painting contractors that the Belfast Water District hired previously to bid on the Crocker Road Tank Painting Project. Tim received only one response from Marcel Payeur Incorporated, who inspected the tank and provided a quote of \$393,000 to paint without sandblasting, which is a substantial savings. Gardiner has a similar size tank and paid \$582,000 to have their tank sandblasted and painted. The quote includes surface preparation and coating of the interior and exterior surfaces, frost-proof vent, foundation repair, disinfection, testing, and dehumidification. This project is expected to be completed in three weeks. The District accrues monthly funds for tank painting, estimating that one tank is painted every 5-years. This project will have minimal impact on our tenants' leasing antenna space. Tim recommended that mount brackets be installed to the side of the tank for each tenant to have a separate cable conduit. Before the project starts, Frank advised that to keep up with the fire flows while the Crocker Road Tank is offline, the District should install another Variable Frequency Drive (VFD) on the second pump at Lincolnville Avenue Booster Station at an estimated cost of \$4,000. With the additional VFD, the two booster pumps at Lincolnville Avenue will maintain pressure in the area serviced by the Crocker Road tank at flows up to the capacity of 800 gallons per minute. Frank stated he would inform the Belfast Fire Chief of the project. The Board briefly discussed the quote and concurred to contract with Marcel Payeur Incorporated.

VOTED: On a motion made by Stephen Hall, seconded by Chad Otis and unanimously approved 5-0, to pursue a contract with Marcel Payeur Incorporated for the Crocker Road Tank Painting Project.

Frank said he went to Old Town Water District to see the 12-inch ductile iron pipe they offered to sell us. He determined we would have to invest a lot of labor in preparing the pipe before installing it into the ground, so he declined their offer.

Frank investigated the associated costs for the water main upgrade on Ocean Street and reported to the Board that this project would consist of 940 feet of 6-inch ductile iron pipe, four gate valves, and a hydrant. This upgrade will allow a future loop up Race Street to Union Street. The estimated cost for materials is \$60,000, hiring an earthwork contractor is \$35,000, and hiring a contractor for grinding and paving is \$36,650; the total estimated cost for the project is \$131,650. Frank stated this project should be considered a top priority due to the leaks and the 1-inch copper water main being undersized for the existing houses leaving no available capacity to allow additional services on that street. The schedule would permit this project to start in mid-July.

VOTED: On a motion made by Jill Goodwin, seconded by Kenneth Colby Horne and unanimously approved 5-0, to upgrade the Ocean Street water main for 2023.

Frank stated the associated costs for the Miller Street in-house improvements project. It would consist of a 330-foot section of 12-inch ductile iron pipe and three 12-inch gate valves on High Street. The total estimated cost for this project is \$66,000. The material cost is \$40,000, hiring a contractor for excavating is \$13,000, and hiring a contractor for grinding and paving is \$13,000. Frank told the Board that he would provide an update next year.

The 8-inch cast iron water main on Waldo Avenue, installed in 1962, is a concern due to two main breaks this past year. Also, if a water main break occurs under Route One, it will very likely cause the road to wash out. The estimate to bore 400 feet, including 400 feet of 8-inch HDPE pipe from Enterprise Electric (ETTI), was \$46,385. To be prepared for a water main break in the Waldo Avenue Crossing area, Frank recommends relocating the only existing customer service to the gate valve's upper side, allowing this section to be isolated. The same situation exists with the High Street 6-inch cast iron water main under Route One, also installed in the 1960s. These projects would have minimal effect on our customers except for fire flows. Frank suggested that Waldo Avenue at Route One and High Street at Route One be upgraded back-to-back when the time comes.

Frank informed the Board that he and Tim Sawtelle of Dirigo Engineering would be doing the new SCADA testing of the radio and cellular reception at the wells by the end of June. Tim will provide an estimate of his recommendation at the July board meeting.

Frank informed the Trustees that the Belfast Water District was approved for an Asset Security Grant through the Maine Drinking Water Program to install a new fence around the 500,000-gallon tank at Lincolnville Avenue with a reimbursement of up to \$20,000. Three estimates were received, all within a few hundred dollars of each other. Frank stated that he met a Midcoast Fence representative at the site, and he provided a cost quote of \$22,950. This project will take place in mid-July. Before Midcoast Fence begins the project, Frank noted that our crew would clean the tank, which will require the rental of an 80-foot lift at \$4,500 a month. We have the other necessities to complete the cleaning.

VOTED: On a motion made by Jill Goodwin, seconded by Stephen Hall and unanimously approved 5-0, to accept the Maine Drinking Water Program Asset Security Grant to install a new fence around the 500,000-gallon tank and proceed with the project.

The District's engineer, Tim Sawtelle, asked if the District would pursue the Talbot Well Project in the near future. As mentioned throughout the Nordic Aquafarm ordeal, the Talbot Well only needs to be online if Nordic becomes operational, creating the need for the demand; plus, the income from Nordic Aquafarms will pay for the Talbot Well construction, which at today's cost is \$3.3 million. Without Talbot Well, we have a safe yield of 2M gallons daily. If we pursue the Talbot Well Project now without the income from Nordic Aquafarms, it will be a significant rate increase of 14-17% for our customers.

Frank referenced the 2015 Capital Improvement Plan concerning the 8-inch cast iron transmission water main that runs cross-country under the Goose River from Jackson Pit Well. Frank stated that if this 1961 transmission main were to have a break occur, it could not be repaired due to access; it would require a new water main. We would have to shut the gate and run temporary water services for the three Swanville customers; otherwise, they would be without water. The downtime would be lengthy, causing significant problems, especially if something were to happen to Smart Road Well. To be prepared for the future, Frank asked Enterprise Electric to provide an estimate to bore under the river at Jackson Pit, 900 feet of the bore, including 900 feet of 8-inch HDPE pipe, at the cost of \$246,138. Not only would this project cost considerably less than getting the Talbot Well online, but it would also be a safeguard for preserving both existing wells to remain operational. Frank recommends starting this project in a year or two and then implementing a surcharge to customer rates based on the project's final cost.

Frank asked the Board for permission to purchase a new safe for the office, replacing the old one. Tammy explained a few options based on the fire ratings, the lower fire rating cost is \$3,100, and the higher fire rating cost is \$3,800. The Board advised inquiring with our insurance company to see if they have a preference.

VOTED: On a motion made by Stephen Hall, seconded by Kenneth Colby Horne and unanimously approved 5-0, to purchase an office safe at the cost of up to \$3,800.

Frank updated the Board that Go Logic has submitted a New Service Installation Application for an 8-inch fire service and a 1-inch domestic service for their new building at 52 Little River Drive.

This past month, the crew:

- Continued with the Lead Service Survey.
- Repaired curb boxes and gate boxes.
- Built a pipe rack at the Public Works on Crocker Road for our inventory.
- Installed the new fence and landscaped around it, and cleaned up the yard at 41 Wight Street.
- Cut tap for a new 1-inch domestic service at 31 Searsport Avenue for Ashley Drive.
- Repaired our side of a 1-inch service leak at 9 Porter Street.

Upcoming this month, the crew will:

- Continue with the Lead Service Survey.
- Install a new 6-inch gate on an existing fire service at 71 High Street.
- Start flushing fire hydrants and water mains.
- Raise and lower gate boxes for the City of Belfast's annual paving projects.
- Plant trees at 41 Wight Street.

Tammy asked the Board to consider an additional form of payment for our customers known as the Pay-By-Phone option through our long-time payment system Invoice Cloud. This self-service option is available 24/7 for customers who prefer not to use a computer to pay their bills but are more comfortable using their phone to enter their payment information or check their water bill balance. The convenience fee is the customer's responsibility and is disclosed before payment.

VOTED: On a motion made by Chad Otis, seconded by Kenneth Colby Horne and unanimously approved 5-0, to authorize the District's Administrator to add the self-service option to Pay-By-Phone to our approved payment options through the District's payment vendor for the Belfast Water District customers.

VOTED: On a motion made by Stephen Hall, seconded by Jill Goodwin and unanimously approved 5-0, to enter into an Executive Session to discuss a personnel matter pursuant to 1 MRS Section 405 (6)A at 2:11 p.m.

VOTED: On a motion made by Chad Otis, seconded by Kenneth Colby Horne and unanimously approved 5-0, to adjourn the Executive Session to discuss a personnel matter pursuant to 1 MRS Section 405 (6)A at 2:23 p.m.

Upon returning from the Executive Session, the Board of Trustees voted as follows:

VOTED: On a motion made by Jill Goodwin, seconded by Chad Otis and unanimously approved 5-0, to accept the Superintendent's pay increase proposal for a long-time employee effective May 1, 2023.

VOTED: On a motion made by Jill Goodwin, seconded by Chad Otis and unanimously approved 5-0, to adjourn the meeting at 2:24 p.m.



Jill B. Goodwin, Secretary/Clerk